


Lender's Certification of Unpaid Claims



Part A: Borrower Information		Part B: Loan Information			Part C: Lender Information		
1. Borrower Social Security number	2. Loan I.D. or borrower name	3. Disb. date*	4. Loan amt.*	5. Loan prog.*	6. Lender submission date	7. ON-LINE FAPS status	8. Look up date
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Part D: Lender/Holder Certification

I certify that the following resources were researched, where applicable, for each loan in question to ensure the claims have not been rejected or paid: ON-LINE FAPS, Claim/Purchase Adjustment Report (SABRCPA1), Lender's/Holder's Internal Records.

9. Lender code ____ - ____	10. Lender/Holder name	11. Telephone number
12. Loan officer's name and title (print or type)	13. Signature of loan officer 	Date

The Lenders Certification of Unpaid Claims form must be completed by lenders inquiring as to the status of claims filed with the Commission. Inquiries should be made for only those claims that have aged 110 days from the date such claims were shipped to the Commission. This form MUST NOT be used for follow up on Unpaid Claim Adjustments (as termed by lenders — Supplemental Claims.)

*Items 3, 4 and 5 are **not** required if loan identification number (Item 2) is used.

Submit to:
California Student Aid Commission
Claims Office
P.O. Box 510631
Sacramento, CA 94245-0631

Instructions for Completing the Lender's Certification of Unpaid Claims Form

Part A: Borrower Information

1. Enter the borrower's Social Security number.
2. Enter the loan identification number assigned by the Commission at guarantee or the name of the borrower.

Part B: Loan Information*

3. Enter the date of the first disbursement.*
4. Enter the loan amount disbursed.*
5. Enter the loan type i.e. Stafford, SLS, PLUS, Consolidation.*

Part C: Lender Information

6. Enter the date the claim was shipped to the Commission. This date is the **last** occasion the claim was sent to the Commission.
7. Enter the status from ON-LINE FAPS.
8. Enter the date the status was obtained from ON-LINE FAPS. (This is the date of query of ON-LINE FAPS).

Part D: Lender/Holder Certification

9. Enter the eight-digit lender I.D. code which consists of the six-digit code assigned by the U.S. Department of Education and the two-digit suffix assigned by the Commission (usually -00).
10. Enter the name of the lending institution or holder of the note(s).
11. Enter the area code and telephone number of the person to contact regarding these claims.
12. Print or type the name and title of the individual who should be contacted regarding these claims.
13. The authorized loan officer must sign and date the Lenders Certification of Unpaid Claims Form.

*Items 3, 4 and 5 are **not** required if loan identification number (Item 2) is used.